


MEMORANDUM

TO: Tom Krueger, Convener
Joint Legislative & Regents Relations Committee

FROM: Joe Gow, Chancellor 

SUBJECT: Committee Charge for 2008-2009 Academic Year

DATE: September 11, 2008

Please convey my gratitude to the committee members for their willingness to serve on the Joint Legislative & Regents Relations Committee for the 2008-2009 academic year. As the convener of the Joint Legislative & Regents Relations Committee, please arrange, as soon as feasible, an organizational meeting. In addition to a chairperson, please also elect a secretary.

Primary responsibilities of the chairperson include:

- promptly informing the Chancellor's Office of the results of the election of officers and any changes in committee membership.
- organizing and conducting meetings.
- completing a year end report on the committee's activities to be submitted to the Chancellor's Office no later than April 30, 2009.

Primary responsibilities of the secretary include:

- recording minutes of each meeting.
- promptly sending meeting minutes to Charise Bock (bock.char@uwlax.edu) so that the minutes can be posted on the Joint Committees website.

In the event the committee chooses to rotate secretarial duties, please designate one person to be responsible for e-mailing the meeting minutes to Charise Bock.

After consultation with others, I ask the committee to report on the following special charges in addition to the committee's typical responsibilities:

1. Please review the attached bylaws (available at <http://www.uwlax.edu/hr/Joint%20Committees.PDF>). Make recommendations for revisions paying careful attention to the general Duties and Responsibilities and Committee Membership.
2. Encourage student, faculty, and staff participation in the fall 2008 state, local, and national elections. Plan group visits and forums for candidates for state and local offices.
3. Monitor information and communication from state and federal legislators, UW System, and other state agencies relevant to our campus.

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4. Meet with area legislators each semester to discuss current issues and concerns and plan an open forum on campus with area legislators, preferably early in the spring semester.
5. Meet during the spring semester with Congressman Ron Kind to discuss federal issues; schedule or sponsor an open forum on campus with him.
6. Review and discuss various legislative and executive policy proposals that are relevant to this campus and its various constituencies.
7. Meet with local Regent Brent Smith during the fall semester to discuss current issues and concerns. In addition, maintain open communication throughout the academic year with Regent Bartell. Assist the chancellor's office in visit coordination for the regents.
8. Increase communications with various governance groups on campus on issues of concern and, by doing so, increase awareness of current issues and participation in the political processes that affect the UW System.
9. Participate in various political events, either on- or off-campus, that would increase UW L's visibility and political influence.

As in the past, recommendations of the Joint Legislative and Regents Relations Committee should be forwarded directly to the Chancellor's Office. Throughout the process I expect individual committee members to consult with their respective governance groups for input on and agreement with issues. If we determine that a particular committee recommendation requires further deliberation and comment, we may elect to forward it to one or more of the three governance groups for further analysis and recommendation.

If you have any questions about the charges, please feel free to contact me.

Finally, if I or anyone on the leadership team can assist your committee in any way during the year, please do not hesitate to ask.

Best wishes on your committee's work over the course of the coming year!

JG/cb
Attachment

cc: Chancellor's Staff
Academic Deans
Joe Heim, Faculty Senate
Will Van Roosenbeek, Academic Staff Council
Derek Kockler, Student Association